

**ELA TOWNSHIP BOARD MEETING
THURSDAY, FEBRUARY 12, 2004
7:30P.M.**

**Village of Lake Zurich
Board Meeting Room
70 East Main Street
Lake Zurich, Il.
Approved 3-11-04**

1. Call To Order

The Ela Township Board Meeting was called to order at 7:39 p.m. on February 12, 2004.

2. Roll Call

Present: Supervisor Tinerella, Clerk Prouty, Trustees Black, Burch and Sullivan. Trustee Knudtson was absent. Also present were the Assessor Hoffman, Highway Commissioner Kruckenberg and Senior Director Neuschel.

3. Pledge of Allegiance

The Board led the audience in the Pledge of Allegiance.

4. Public Comment

Mr. Dennis Abbott asked the Board if they were going to provide vehicle stickers for Lake Zurich residents, because Lake Zurich was discontinuing their policy of providing vehicle stickers at a fee for Lake Zurich residents. Mr. Abbott asked the Board to consider this and to put it on the agenda for the March 11th Township Board Meeting.

5. Approval of Meeting Minutes: January 8, 2004 Regular Board Meeting and Special Board Meetings 1/26/04 and 2/2/04.

Trustee Burch's motion to approve the January 8, 2004 minutes with the following corrections, seconded by Trustee Sullivan. Roll Call: Trustees Burch, Black, and Sullivan all voted aye and the motion carried 3 to 1. Supervisor Tinerella voted nay.

Corrections

Page 9-third line after employee -omit this is.

Page 4-in the first line - change previous to previously.

Page 6-in the first line change suppose to supposed

Page 6 - Add -last line Unfinish Business to Unfinished Business

Page 8-8th motion-add-seconded by Trustee Black and the motion carried 3 to 1.

Page 5- under Assessor's Report- change 177 appeals to 477 appeals.

Discussion: Supervisor Tinerella stated that under Public Comment a summary of what representatives of the different agencies spoke on should be included.

The Clerk felt that all these questions were answered in the funding requests that were submitted to the Township.

6. Approval of Disbursement Audit 1/8/04 to 2/11/04

General Town	\$124,765.97
General Asst.	0
General Road	\$14,729.71
Perm. Road	\$39,656.06
Park Main.	\$1,944.33

Total Expenditures \$181,096.07

Supervisor Tinerella's motion to approve the Board Audit 1/8/04 to 2/11/04 as presented, seconded by Trustee Burch. Supervisor Tinerella, Trustees Burch and Sullivan voted aye, Trustee Black voted aye also with the exception that she wants to see Township's credit card bill. The motion carried 4 to 0.

7. Approval of Line Item Transfers

The following line item transfers are necessary after payment of the invoices thru 2/11/04

\$100.00 from line 11568-Miscellaneous- to line 11546 Dues

\$5000.00 from line -18580-Land Acquisition- to line 18544-Legal/Land acq.

\$93.21 from line-40575- Garbage Service- to line- 40562-Operating Supplies

Supervisor Tinerella's motion to approve the Line Item Transfers as listed above, seconded by Trustee Sullivan. Roll Call: Supervisor Tinerella, Trustees Black, Burch and Sullivan all voted aye and the motion carried 4 to 0.

8. Treasurer's report

Verbatim Summary taken off of tape

1. Received final payment from Lake County for all the property tax-slightly over except for the General Road Fund.
2. No accounts receivable.
3. Will be running in parallel with a new soft ware package that will allow the interfacing ability to do spread sheets without having to manually extract data and enter into another software package.
4. Discussion on Highway Leases was removed from the agenda as the Highway Department has sufficient funds in his proposed budget to pay off the leases without the Board getting involved.
5. Recap of the late fees on the Highway Commissioner bills and two of three bills were taken care of. The credit bill late charges could not be changed, as the Supervisor is not authorized to question the credit card company, as she is not the cardholder.

9. Supervisor Report

1. The Board packets, which are prepared every month, will be available for review at the Township's front counter.
2. Web site will be up and running in about two weeks. Go to ElaTownship-il.gov.
3. The Township and the Ela Library will be hosting a joint event at the Library on Sunday the 29th of February from 1 to 4. The theme is Caribbean, Salsa and Steel Drums will be the entertainment and Julio's Latin Cafe will be doing the appetizers.
4. The Township and a representative from the Lake Zurich police Department attended a presentation at Lake County. Lake County has been doing a Red Book, which contains a listing of all Social Agencies. To simplify this information Lake County has created a database, which is easier to search.
5. Deer Park is interested in joining the Township in mosquito abatement.
6. Next newsletter will be going out in March. If any Organizations are interested in putting any newsworthy articles in the newsletter please contact Ela Township Communication Manager.
7. On freedom of information requests that are processed thru the Clerk. In the past there has not been a charge on copying. Maybe in the future the Board should consider setting a fee on this copying and the handling of these requests.

10. "55 Plus"-Senior Center Report

Senior Director Neuschel informed the Board about decorating Teddy Bears at Seth Paine School for the Step To Step Cancer Camp for Children. She would somehow like to become more involved in some projects at the Camp.

Senior Director Neuschel would like the Board's permission to hire Lynn Neumaier to work at the Senior Center.

Would like to request that the past due payment for the YMCA be paid this fiscal year, so as not to come out of the Senior Director budget for next year.

11 "ATTIC"- Youth Drop-Center Report

Tuesday was the last day for the Youth Center (at the Attic) and the Township is in the process of moving the Youth Center to the YMCA. on a pilot program starting March 1, 2004. The Youth program would be run by YMCA staff.

12. Communication Manager's Report

This report was received and will be attached to the back of the minutes.

13. Road Commissioner's Report

1. Have had a lot of snow this month and have been busy plowing and salting.
2. Will be finished with the tree cutting by the end of the month.
3. Will be going out to bid at the end of month for the up coming road projects so as to obtain a good price to keep the cost down.

14. Bus Service Report

The Bus service is running smoothly and will be hiring a new dispatcher by the middle of the week.

Supervisor Tinerella asked, if the Township Bus could be used to shuttle exhibitors back and forth to YMCA for the Lake Zurich Chamber of Commerce Expo on the 13th of March 2004. This would be done to free up parking spaces for visitors to the Expo.

The Highway Commissioner would get back to the Board with the exact price.

Supervisor Tinerella's motion to supply a bus all day and open it up to every body and let the Highway Department make the final decision. This motion was not seconded nor voted on. It was an agreement for the Highway Department to handle the particulars. In the Budget this would be charged to the line item under Community Services.

15. Assessor's Report

The books are closed and we are starting on 2004 assessments.

We are waiting for the rest of Lake County to close their books.

The Assessor will anticipate not receiving a State Factor from the State of Illinois.

Lake County Clerk will calculate Tax rates and Tax bills will come out.

16. Committee Reports

Parks and Recreation Chairman Trustee Burch would report later in the meeting.

Finance Chairmen Trustee Sullivan had no report at this time.

Youth and Family Services Chairperson Trustee Black reported an update on the status of the Township's Social Worker.

1. E-mails were sent to members of the Social Workers Association.
2. Resumes are being received
3. Approximately in two weeks the new resumes will be reviewed by the same professionals that reviewed and advised the Township in the past, these professionals will narrow down the applicants to a few and we will set up a meeting and interview the candidates as we did last time.

Supervisor Tinerella wanted to know if the resumes that were received at the Township would also be included. Trustee Burch also wanted to know if the five resumes from the police department would also be reviewed. Trustee Black replied that all resumes would be reviewed.

NEW BUSINESS

At this time the Board moved to number 18 on the Agenda.

18. Township's After School Youth Program-consideration to move program location and administration responsibilities to Foglia YMCA effective 3/1/04

Gil Fonger and Tim Tommaso of the YMCA presented their proposal to the Board on the after school program. The proposal will be added to the back of the minutes.

On Tuesdays when the Senior Bridge group is in attendance the Youth group could indulge in some other activity at the YMCA.

The Attic's equipment that will fit at the Senior Center, will be moved out there.

Trustee Burch's motion to accept the recommendation that was presented by Foglia YMCA with reference of moving the Youth Center to the YMCA, seconded by Trustee Black. Roll Call: Trustees Burch, Black, Sullivan and Supervisor Tinerella all voted aye and they motion carried 4 to 0.

19. Social Agency Funding-consideration to release 3rd quarter payments

This funding was approved when the Board audit was approved.

Trustee Black wanted to make the Board aware that the invoice from Enriched Living had the name of Vernon Township on the bill instead of Ela.

20. Community Services and Programs-review and discuss 2004 financial requests

Robert Lang representing M.E.S.S. and S.C.S. requested \$5000.00 for this year.

Last year they received \$3000.00.

This money would be used for operational budget and restocking of supplies for the canteen. He received a complimentary letter on their recent services during the fire at Water's Edge Apartments from the Lake Zurich Fire Chief. At that fire they used the canteen plus the warming Bus (with the Township Bus) for the residents that were removed from their apartments during the fire.

Mark Bajor of Lake Zurich Fire Department and Vincent McCormack of the Explorers Post 2. They are asking for \$11, 500. This would go for salaries, equipment, and schooling. Presently there are about twenty Ela Township residents in the program.

Police and Firemen are on duty when training the explorers and if the trainer receives a emergency call the training stops until next month.

Jill Lang representing Relay For Life wanted to encourage the Ela Township Board to form a team and join them on the 5th and 6th of June.

21. Township Financial Emergency Assistance Program-consideration to require 1-year residency to be eligible

Consideration was needed of the Board to implement a 1- year residency policy for residents before being eligible for Financial Assistance. The Board was in consensus to not change the residency for Financial Assistance.

22. Administration Office Network-consideration to approve pier-to-pier network

This will be tabled until the next Board meeting. This will give the communication manager time to prepare prices for some wireless and other possibilities.

23. Township Board Committees-consideration to modify Ordinance

Supervisor asked if the committees were really necessary as other than Finance and Parks there has been very few meetings.

Trustee Black had a list of amendments to be added to the Ordinance 2002-11.

Supervisor Tinerella stated, why does the Township have committees when they don't meet.

The Board was in consensus to keep the committees and to have meetings when needed.

Trustee Sullivan wanted the Committees to be run like a business and not to micromanage.

17. FY2004/5 Budget Requests- Department Heads present their proposed budget

Senior Director Sue Neuschel stated that she had met with the Supervisor and some suggestions were made to merge some of her budget items.

She met with the Tour Company today and she was hoping for the monies to go straight to the Bus Company and not have it as a line item of \$7000.00.

If the Youth Center was meeting a third of time at the YMCA., they should pay some of the utilities out of their budget also.

Supervisor asked the Senior Director if she would consider doing her Newsletter four times a year instead of six times.

Trustee Sullivan stated that the Senior Newsletter was more important than our Newsletter and the Township could put in an insert in the Senior Newsletter.

Highway Commissioner stated why not go back to a cheaper Newsletter.

There must be some way to cut the expense, maybe go to a black and white issue and cut at least some of the \$40,000.

The Senior Director's own personal preference is to keep the Senior Newsletter as is. Trustee

Burch asked the Senior Director to take a survey (a hand count) the next time she had her seniors together and just see how many have computers and are using the web site.

Senior Director said she worked hard to bring down the budget and would like to keep it.

Supervisor Tinerella asked the Board to consider putting more money into the Wednesday Senior budget line item, to compensate when the Senior Director goes on trips with the Wednesday group. The Board was agreeable to that.

At this time the Board went on to Agenda item 24.

24. Electrical work at Town Hall and Administration Building-consideration to approve quotes for required work

Supervisor Tinerella updated the Board on the conditions at the Town Hall.

Trustee Burch also updated the Board on what information that he received and also what he discussed with Lake Zurich building department.

Trustee Burch's motion to approve the amount of the last proposal to bring the service for both of the Township buildings up to code and make it safe. The price was \$9,628.52. Supervisor Tinerella helped Trustee Burch with his previous motion-To approve A.P. Electric proposal dated February 7, 2004 in the amount of \$9,628.52 plus the associated Com-Ed connection fees of roughly \$825.00 and for the work to be done promptly, seconded by Trustee Sullivan. Roll Call: Trustees Burch, Black, Sullivan and Supervisor Tinerella all voted aye and the motion carried.

The money will be coming out of Budget line item-11550-building maintenance.

Return to agenda item 17. Department heads to present FY2004/5 requests

Assessor Hoffman said her Budget has been presented.

Highway Commissioner stated that on Permanent Road Fund he had cut about 27% from last year.

General Road he cut 52%.

Projects on the books for FY2004/5

1. \$50,000 to redo Anna Lane by Flint Creek.
2. Storm work on under drain on Shirley Lane by the water park.
3. Re-ditching and new cross culverts at Valentine Manor and will be getting it ready for re-paving next year not this year.
4. Road projects this year will be the North side of Echo Lake and Miller roads.
5. Will be replacing some building roofs.

Supervisor Tinerella asked the Highway Commissioner if he would combine line item 540 and 541 printing and publishing. The Highway Commissioner saw no problem with that.

Supervisor Tinerella asked the Highway Commissioner about budget line item-580-paving-tile-culv-salt-s.light. The Highway Commissioner will keep all the items listed under one number and not separate line items.

Assessor's budget will be up approximately 2%.

At this time, there were no questions asked about the Assessor's budget.

With the increase in funding requests, the Board was in agreement to have a meeting to discuss the budget and funding requests. The dates to consider are February 19th or 24th. Supervisor Tinerella wanted to go on record as saying that she was very happy that more requests were coming in from within Ela Township.

Highway Commissioner was very unhappy with the pie-chart that will be on the web-site. He would like the land acquisition to be shown on the pie chart. Make the pie chart separate for the Highway Department. The Highway Department will make his own pie chart and present it.

25. Closed Executive Session- (continuation from 7:00p.m. session, if necessary)

No continuation was needed.

26. Consideration to take action on executive session agenda items and approval and release of closed executive session meeting minutes.

Trustee Burch's motion to authorize Ela Township's Attorney Puma to write a letter to Lake Zurich Village (Trustee Callahan and Burkland) and the Board will await feedback to set up a future meeting, seconded by Trustee Sullivan. Roll Call: Trustees Burch, Black, Sullivan and Supervisor Tinerella all motion aye and the motion carried 4 to 0.

27. Adjournment

Trustee Sullivan to adjourn at 9:37p.m., seconded by Trustee Burch. Roll Call: Trustees Sullivan, Black, Burch, and Supervisor Tinerella all voted aye and the motion carried 4 to 0.

LUCY PROUTY ELA TOWNSHIP